

*Briefing*

28 July 1977

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MEMORANDUM FOR: [REDACTED]

VIA: Chief, Intelligence Institute  
FROM: Harry E. Fitzwater  
Director of Training  
SUBJECT: Letter of Appreciation  
REFERENCE: Memo to DDA from DDS&T, Dated 22 July 1977,  
Same Subject (DD/S&T 3516/77)

On behalf of the Acting Deputy Director for Administration, let me add my thanks to you for your outstanding participation in the DDS&T Orientation Course. It is obvious that you have again greatly impressed your audiences with your professionalism and knowledge. Your dedication in coming off leave to appear in this course is in the highest tradition of this Office. I want you to know that your efforts in briefings such as this are greatly appreciated by this Office and the Directorate.

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[REDACTED]  
Harry E. Fitzwater

Attachment:  
Reference

Distribution:

Orig - Addressee, w/att

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Approved For Release 2003/04/29 : GIA-RDP83-00058R000100100011-3

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DD/S&T 3516/77  
22 JUL 1977

MEMORANDUM FOR: Deputy Director for Administration  
 SUBJECT: Letter of Appreciation

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1. [REDACTED] This past Friday we completed the seventh running of the DDS&T Orientation Course. I wish to take this opportunity to express my personal appreciation for the generous support a number of your people have given us in conducting this program. Over 900 DDS&T employees have attended this course over the past three years. By all indications, this endeavor has been a highly successful undertaking. This would not have been so without the assistance of a few key individuals from the DDA. I am making reference to the following men:

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a. [REDACTED] (Office of Training): Throughout the life span of our program, [REDACTED] has provided our employees with lively and informative briefings on the interrelationships between the Intelligence Community, the Agency and the DDS&T. His performance, in short, has been outstanding. [REDACTED] presentation is consistently singled out by our employees as a highlight of the course. In our last session (14-15 July 1977), [REDACTED] returned from leave to give his presentation to the class. His dedication and professionalism are proven and apparent.

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b. [REDACTED] (Office of Logistics): As played an extremely important role behind the scenes. As the operators of the Headquarters Auditorium, these two men have proven to be of invaluable assistance to my course coordinator. They have maintained a positive and friendly "can-do" spirit in meeting the logistical requirements of the course. On several occasions, Messrs. [REDACTED] effectively used ingenuity and professional skill to overcome unusual last minute problems. For them, no job has been too large or too small.

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2. [REDACTED] I hasten to add my appreciation for any other DDA employees who have supported our program indirectly. The three gentlemen I mentioned above have won the respect of each

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SUBJECT: Letter of Appreciation

STAT of my officers associated with this course. To Messrs. [redacted] I extend on behalf of the entire DDS&T my most sincere appreciation for a job well done.

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[redacted]  
LESLIE C. DIRKS

Deputy Director

for

Science and Technology

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